

ASPIRA, INC. OF NEW JERSEY

PROJECTION OF AGENT BUDGET REVENUE  
JULY 1, 1985 TO JUNE 30, 1987

<u>SOURCE OF REVENUE</u>	<u>TOTAL AGENT REVENUE</u>	<u>PROGRAM REVENUE</u>	<u>GENERAL OPERATING REVENUE</u>
Phil Essex	20,473	20,141	3,332
Phil Jersey City	18,388	20,188	1,800
Robert Wood Johnson	20,879	20,879	
ASPIRA Public Policy Leadership Program	13,311	13,111	1,200
Division of Youth & Family Services	32,132	30,293	
Department of Community Affairs	20,000	20,000	
Rodgers Foundation	4,482	4,482	
Burrell Foundation	20,170	18,170	2,000
Berk Scholarship Fund	11,000	10,000	1,000
Newark Black Grant	20,514	21,082	1,412
United Way of Essex & West Hudson	20,310	20,310	
Victoria Foundation	20,000		20,000
County of Essex	10,000		10,000
Membership Drive	1,000		1,000
Annual Luncheon	10,000		10,000
ASPIRA of America	1,925		1,925
Corporation & Other Foundations	207,499		207,499
Hoffmann La Roche Sub. Fund	1,000	4,000	1,000
 Total Projected Revenue	 681,163	 397,820	 283,388
 Less: Total Projected Exps.	 681,163	 287,833	 283,388
 Projected Balance over (under)	 <u>\$0-</u>	 <u>\$0-</u>	 <u>\$0-</u>

ASPIRA, INC., OF NEW JERSEY  
BUDGET ESTIMATED SALARIES  
JULY 1, 1984 TO JUNE 30, 1987

SALARIES:

7 Counselors	6,80,335	5	5
3 Coordinators	47,730		
3 Secretaries	34,833		
1 Bookkeeper	9,588		
1 Development Officer	18,364		
1 Fiscal Officer	20,800		
1 Program Director	29,750		
1 Executive Director	<u>37,400</u>		
 TOTAL SALARIES			\$ 283,140

FRINGE BENEFITS:

Employer FICA (7.15% of Total Salaries plus 9.10% Increase)	20,147		
	<u>383</u>	20,530	
Employer SUI (5-15% of last 18,300 for each employee)		11,400	
Blue Cross and Blue Shield Health Insurance		13,188	
Guardian Health Insurance		14,800	
Variable Life Insurance		168	
 TOTAL FRINGE BENEFITS			\$ 49,122

SPACE RENT:

Newark Center (East Plan Property Tax)	12,000		
Passaic Center	<u>9,750</u>		
 TOTAL SPACE RENT			\$ 21,750

ASPIRA, INC. OF NEW JERSEY  
BUDGET COMMITMENTS SUMMARY  
FOR 1, 1984 TO JUNE 30, 1985

SPACE MAINTENANCE:

62 Semi-annual Property Maintenance			
Charges by Landlord-Newark Center	\$ 1,000	\$	\$
Janitorial Services-Newark Center	<u>1,300</u>		
 TOTAL SPACE MAINTENANCE			 2,300

UTILITIES:

Gas and Electric for Newark Center			
Only. Average monthly charge is \$500			6,000

STAFF TRAVEL

Programs Staff visits to Target Schools, Community Agencies, Homes. Average Monthly Expense Reimbursement is \$465.81			2,491
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STUDENT TRAVEL:

Cost Includes Bus Rental and fees for Students Field Trips to Colleges, Universities, Workshops, Local Conferences and other Social Activities Related to Programs.			2,900
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EXECUTIVE DIRECTOR'S TRAVEL:

Travel Expense to Local and Long Distance Conference Sites. Transportation Cost. Lodging. food included.			2,000
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ACTIVITIES:

Registration Fees, Workshops, 11/84 staff and students retreat and other social functions which staff and students attend or develop			6,900
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ALPHEA, INC. OF NEW JERSEY  
BUDGET ADMINISTRATION BUDGETARY  
JULY 1, 1984 TO JUNE 30, 1987

CONFERENCES:

Youth Conference	1,000	
Conference fees for staff to such events as NAEH, Congress Convention, FTEA conferences, conferences sponsored by center for non-profit, Dept. of Higher Education.	500	
Other Conferences that can be useful to the agency	400	2,900

OFFICE SUPPLIES:

General Office and Cleaning Supplies	1,100
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PROGRAM SUPPLIES:

Reference Books, Brochures, Text Materials, Computer Software etc.	2,500
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TELEPHONE:

Cost Includes Local Calls, Long Distance Calls, Telephone Equipment Rental and Service Charges for Newark, Paterson and Hudson County Offices.	12,000
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POSTAGE:

Monthly Deposits per NRED Systems Contract, Mail Delivery Charges, Post Office Postal Charges and Domestic Stamps	2,500
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PRINTING:

Cost Includes Printing of El Clarin News Letter, Program Brochures, Business Cards, Invitation Cards for Social Functions	3,100
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FEES:

Membership Fees, Annual Report Filing Fees, Employer's Assessment Fees, etc.	400
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ASPIRA, INC. OF NEW JERSEY  
BUDGET EXPENDITURES SUMMARY  
JULY 1, 1996 TO JUNE 30, 1997

SCHOLARSHIPS:

March and William La Borte Scholarships to Hispanic Students from Essex and Passaic Counties toward on-the-job Training Sessions at Technical Training Project, Inc.	\$	\$	\$ 14,000
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STAFF TRAINING:

Cost Related to Agency-USA Staff Meetings, Staff Annual Retreat, Counseling and Management Workshops.			900
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EXECUTIVE DIRECTOR'S TRAINING:

Maximun Amount Provided In Executive Director's Employment Contract			1,000
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CONSULTANTS:

Tutors	8,817		
Student Stipends (Public Policy Leadership Program)	3,000		
Judithine	1,500		
Computer Consultant	1,000		
WOLF Review Consultants	<u>1,200</u>		
			17,617
<b>TOTAL CONSULTANTS</b>			

PAYROLL PROCESSING:

Payroll Checks, Employee Payroll Data, Quarterly Tax Returns and W-2 Forms			1,000
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BOARD EXPENSE:

Cost Associated with Board Meetings, Orientation, Conferences			600
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ASPIRA, INC. OF NEW JERSEY  
BUDGET EXPENDITURES NARRATIVE  
JULY 1, 1986 TO JUNE 30, 1987

EQUIPMENT RENTAL:

Cost Includes Monthly Rental Charges for two Copier Machines, One Postage Meter, One Mail Machine, one Scale, and Copier Machines Monthly Maintenance and various Usage Charges.

\$ 5 5 \$ 10,000

INSURANCE:

General Liability	1,000	
Workmen's Compensation	750	
Legal Liability	500	
Commercial Banker Bond	<u>1,000</u>	4,150

SUBSCRIPTIONS:

Magazines, Journals and other Publications Considered useful to the Agency's Personnel.	300
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ADVERTISING:

Advertisement Charges for Job Openings, Program Activities, etc.	800
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COMMUNITY SUPPORT:

Expenses to Support other non-Profit Organizations through Fundraising Luncheons, Conferences, etc.	1,000
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ASPIRA FINANCIAL ADMIN:

Cost to Audit the Agency's Financial Records, Prepare Financial Statements, Forms 990 and 990-E for the Fiscal Year Ending June 30, 1986	7,410
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ASPIRA, INC. OF NEW JERSEY  
MAJOR EXPENDITURES NARRATIVE  
JULY 1, 1956 TO JUNE 30, 1961

MAJOR EXPENSES:

Cost includes Laminates, Postage,  
 Telephone, Printing of Invitation  
 Cards, Laminated Journals and other  
 Related Expenses.

\$            \$            \$ 3,700

EXECUTIVE DIRECTOR'S RETIREMENT:

His salary as provided in Executive Director's  
 Employment Contract

1,000

MISCELLANEOUS EXPENSES:

Cost of all other Expenses that cannot be  
 directly classified under any of the  
 above Major Expense Categories

2,100

TOTAL EXPENDITURES:

\$681,500